

WITHDRAWAL REQUEST
REQUEST TO WITHDRAW FROM COURSE
AFTER DROP/ADD DEADLINE

No student shall be permitted to drop a course after the expiration of the end of the Drop/Add period unless, upon a showing of unusual circumstances, approval of the instructor and the Dean is received.

INSTRUCTIONS: Complete the form, sign it, obtain the signature of your professor, and the Assistant or Associate Dean. Return the form to Registrar's Office after obtaining signatures.

Name (Please Print): _____

SSN: _____

_____ Semester _____ Course: _____ Hrs. _____

Reason for request:

Signed: _____
(Student's Signature)

Date _____

Approved Disapproved

Professor's Signature

Date

Approved Disapproved

Assistant or Associate Dean's Signature

Date